

**Michigan Bridge Inspection System (MBIS)  
Michigan Bridge Reporting System (MBRS)  
User Group Meeting Minutes  
October 24, 2006**

**Attendance:**

Terry Johnson	MDOT University Region	517-750-0423
Rick Smith	MDOT C&T	517-322-5715
Bob Kelley	MDOT C&T	517-322-1398
Scott Geiger	MDOT University Region	517-780-5284
Timothy Lodge	City of Traverse City	231-922-4455
Lori Baetz	Livingston Co. Road Commission	517-546-4250
Amy Trahey	Great Lakes Engineering Group	517-363-4400
Thumbesh Halnur	MDIT	517-373-4283
Craig Dashner	OHM	734-522-6711
Tony Olson	MDOT-North Region	989-731-5090
Ronald Haffner	MDOT C&T	517-322-6058
Jessica Price	MDOT University Region	517-750-0432

- ❖ The meeting started with introductions and reviewing meeting minutes from the kick-off meeting from May 24, 2006. Minutes were approved as written.
- ❖ The group then reviewed the Mission Statement and Roles & Responsibilities. Both were approved as written
- ❖ Discussed communication methods for all MBIS users. Many suggestions were given:
  - Making a link on front page of MBIS website, after log-in, where users could post comments, concerns, questions, and be able to provide feedback.
  - Message board was also suggested to put Mission Statement, meeting minutes, proposed enhancements, list of the MBIS User group members.
  - An initial email will be sent out to let user know when the message board will be available. The timeframe will be the first part of year.
  - Lead in pages for both MBIS and MBRS to have a place for “hot topics”. Where questions and feedback are now located, this may be a good place to have this at.
  - Other suggestions for communication were emails on as needed basis, a periodical newsletter, speaking at yearly conferences about the group.
  - Amy Trahey, Great Lakes Engineering Group, to speak at Michigan Bridge Conference in April.

- ❖ The current proposed enhancements were discussed then the group voted on the priority level of each enhancement.
  - Enhancements that are underway now are:
    - A. Deck Bottom Surface Rating
    - B. Fracture Critical Reports
    - C. Diver Report for Underwater inspections
    - D. Other Special Inspection
    - E. Fatigue Sensitive Inspection Report
    - F. Sufficiency rating to appear on SIA
  - See attached revised MBIS Enhancement list for any new proposed enhancements and prioritization of existing proposed enhancements
- ❖ The group confirmed that MBRS issues and proposed enhancements will be addressed by this user group.
- ❖ Next meeting scheduled for January 2007.

## **MBIS Enhancements**

**October 2006**

1. Store and retrieve photographs and General Picture File  
Create a "tag" in the BIR forms that allow users to attach photos to a report. Will need to develop a standardized way for photos to be printed along with the forms. Store and retrieve digital photos that are NOT part of a specification inspection. Must be stored with enough information that the system can retrieve similar pictures from different bridges. Query might be "Give me all pictures of P & H's."
2. Request for Action Form.  
Provide form with email tie for distribution
3. Storage and Retrieval of scanned documents

### **Others:**

Load posting form with picture.

One page form that will meet the posting documentation information requirements

Culvert Help Guides

Similar to the help guides for the BSIR.

Spell check in comment fields of all the forms.

Abbreviation File

Create a PDF file that can be accessed with one mouse click that has a list of acceptable abbreviations.

Asset management sheet

Form that will consolidate the information most used to evaluate a structure for maintenance and R&R work.

Load analysis worksheet.

Parameters and factors used in the load analysis

Critical findings sheet.

## **Underway**

Item – 92 forms

- Fracture Critical Report

- Diver Report for Underwater Inspection

- Other Special Inspection

- Fatigue Sensitive Inspection Report

- Deck Bottom Surface